



**CITY OF ST. LOUIS
DEPARTMENT OF FINANCE
OFFICE OF THE SUPPLY COMMISSIONER**

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**ADDENDUM NO. 2
BID OPENING: FEBRUARY 13, 2014**

TO: ALL BIDDERS
FROM: LYNN CRAWFORD, BUYER
DATE: FEBRUARY 6, 2014
RE: RFQ TOOLS

This addendum is issued prior to bid opening to provide for modifications in plans and/or specifications. All bidders must attach this form to the original Bid/Quote Form. This completed, signed form will serve as acknowledgement that revised information has been received and the Bidder's bid is based on the revised specifications.

1. QUESTIONS/ANSWERS:

- Question 1:** Will the City deem the successful bidder based on the "discount percentage" off the Market Basket items or the "actual price" after taking the discount from the catalog price?
Answer: Award will be based on many factors including market basket quoted prices, and discount percentage by category.
- Question 2:** May we use our web based catalog which can do everything that our paper catalog can do?
Answer: Yes. You may submit a catalog on disc and/or refer to your website.

ADDENDUM RECEIVED AND ACKNOWLEDGED

Name of Firm

Representative

Signature

Date